



UBC Critical Care Medicine

Bringing Excellence in Critical Care, Teaching and Research to the Bedside

Critical Care Medicine Program

Program Administrator Policy

The Critical Care Medicine (CCM) Fellowship Program Administrator is an essential component of the program and as such, this policy document reflects the UBC CCM Program's commitment to ensuring the professional success of the administrator.

Professional Performance Review:

The UBC Critical Care Medicine Fellowship Program will undertake an annual performance review of the Administrator at a Residency Training Committee meeting. Written feedback will be collated by the Program Director and communicated back to the Administrator. In instances where areas of improvement may be needed, the Program Director will work with the Administrator to strategize a course of action to address the areas for improvement.

Professional Development:

The program administrator is required to attend at least 2 opportunities for professional development annually. These opportunities can be in the form of:

- a) The UBC Post Graduate Medical Education committee training days
- b) The ICRE conference
- c) Other professional development opportunities identified by the program administrator

Funding to support professional development:

The program administrator may access an annual professional development stipend to support opportunities that are sought.

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